

**MONTGOMERY COUNTY DEPARTMENT OF  
HEALTH & HUMAN SERVICES**

**Licensure and Regulatory Services  
255 Rockville Pike, 2nd Floor  
Rockville, Maryland 20850  
Phone 240-777-3986 Fax 240-777-3088**

**HAZARD ANALYSIS CRITICAL CONTROL POINT (HACCP)  
MARKET REVIEW**

**DIRECTIONS** Please provide an answer for each of the following questions. If a question does not apply, mark the space N/A. Answers to the questions need to be accurate and truthful. This is not a test of your knowledge of food service sanitation. This is a questionnaire about what type of the receiving, storing and handling of food takes place at your market.

NAME OF FACILITY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Montgomery County Certified Food Service Manager(s): \_\_\_\_\_

1. Which of the following specialty departments are at this store? bakery\_\_\_\_, deli\_\_\_\_, meat\_\_\_\_, produce\_\_\_\_, seafood\_\_\_\_, soup/salad bar, other (specify)\_\_\_\_\_
2. Is food purchased only from licensed and inspected suppliers?     yes\_\_\_\_ no\_\_\_\_
3. When food supplies are delivered, which of the following does the receiver check?  
source \_\_\_\_\_, temperature \_\_\_\_\_, spoilage \_\_\_\_\_, contamination \_\_\_\_\_, damage \_\_\_\_\_
4. Are all supplies stored:
  - a. Off the floor on shelves/skids in a: dry storage area/room \_\_\_\_\_, refrigerator(s) \_\_\_\_\_, freezer(s) \_\_\_\_\_
  - b. Is there a minimum space of 6 inches between the walls and storage shelves in the storage areas?     yes \_\_\_\_\_ no \_\_\_\_\_

5. What system is used to insure that merchandise is properly rotated (i.e., manufacturer's sell-by or use-by-dates are not exceeded)? \_\_\_\_\_

6. What are the usual air temperatures for the refrigerators \_\_\_\_\_°F. and freezers \_\_\_\_\_°F.?

7. Are thermometers with 2°F. increments provided for:

a. All hot and cold holding equipment

yes \_\_\_\_\_ no \_\_\_\_\_

b. Checking hot and cold food temperatures

yes \_\_\_\_\_ no \_\_\_\_\_?

8. How often are temperatures of food and equipment checked? \_\_\_\_\_

9. What would you do if you checked the temperature of a refrigerator or freezer and found that it was not cold enough to store the food at a safe temperature? \_\_\_\_\_  
\_\_\_\_\_

10. How is cross-contamination of food prevented during storage? \_\_\_\_\_  
\_\_\_\_\_

11. Is frozen food thawed prior to sale? yes \_\_\_\_\_ no \_\_\_\_\_

If yes, which of the following methods are used to thaw frozen food?

a. Refrigeration \_\_\_\_\_

b. Running water less than 70°F \_\_\_\_\_

c. Microwave \_\_\_\_\_

d. Cooked from frozen state \_\_\_\_\_

e. Other (describe) \_\_\_\_\_

12. Is fresh produce cut prior to use? yes \_\_\_\_\_ no \_\_\_\_\_

If yes,

a. Where is this done? \_\_\_\_\_

b. How is the cut produce protected from possible contamination? \_\_\_\_\_  
\_\_\_\_\_

c. What is the temperature of the cut produce when it is displayed? \_\_\_\_\_

13. Is any potentially hazardous food cooked, reheated, sliced, portioned or assembled at the store? yes \_\_\_\_\_ no \_\_\_\_\_

If yes, which of the following processes are used to prepare potentially hazardous food?

- a. Cook and sell hot meat, poultry, seafood or eggs yes\_\_\_\_\_ no\_\_\_\_\_
- b. Cook large pieces of meat (pigs, goats, roasts, hams) or whole poultry yes\_\_\_\_\_ no\_\_\_\_\_
- c. Cook and hot hold soup, chili, stews, rice or similar food yes\_\_\_\_\_ no\_\_\_\_\_
- d. Cook and sell cold meat, poultry, seafood, pasta or rice dishes yes\_\_\_\_\_ no\_\_\_\_\_
- e. Fix cold foods from scratch (salads, sandwiches or desserts) yes\_\_\_\_\_ no\_\_\_\_\_
- f. Portion pre-made cold foods (meat, cheese, salads or desserts) yes\_\_\_\_\_ no\_\_\_\_\_
- g. Fix/portion/sell ready-to-eat food that contains raw eggs or fish yes\_\_\_\_\_ no\_\_\_\_\_

14. What steps are taken to prevent cross-contamination of food during preparation? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

15. Are potentially hazardous salad and sandwich ingredients (i.e., mayonnaise, tuna fish, meat or eggs) pre-chilled before mixing or assembling? yes \_\_\_\_\_ no \_\_\_\_\_

16. If food that contains any of the following ingredients is prepared, what temperature is it cooked to?

(i.e., What is the internal temperature of the food when it is finished cooking, not the temperature of the cooking equipment?)

- a. Roast beef for immediate service \_\_\_\_\_°F.
- b. Seafood \_\_\_\_\_°F.
- c. Pork \_\_\_\_\_°F.
- d. Poultry (chicken, turkey, duck) or stuffed meat \_\_\_\_\_°F.
- e. Ground beef \_\_\_\_\_°F.
- f. Eggs \_\_\_\_\_°F.
- g. Vegetables \_\_\_\_\_°F.

17. List the type(s) of equipment that is used to cook this food: \_\_\_\_\_

\_\_\_\_\_

18. What would be done if the temperature of food that had been cooked was checked and was found to be incorrect? \_\_\_\_\_  
\_\_\_\_\_

19. Is food cooked and then held hot for serving to a customer?      yes \_\_\_\_ no \_\_\_\_

If yes,

a. What temperature is it kept at until it is sold? \_\_\_\_\_°F.

b. What is the longest period of time between cooking and selling hot food? \_\_\_\_\_.

c. What type of equipment is used to keep hot food hot: \_\_\_\_\_  
\_\_\_\_\_.

d. What would be done if the temperature of food that was being held hot was checked and it was found to be incorrect?  
\_\_\_\_\_

20. Is food that has been previously commercially cooked, recooked or reheated prior to sale (ex. canned or frozen products)?      yes \_\_\_\_ no \_\_\_\_

If yes,

a. What temperature is this food recooked/reheated to? \_\_\_\_\_°F.

b. What is the longest time it takes to recook/reheat this food? \_\_\_\_\_

c. What type of equipment is used to recook/reheat this food? \_\_\_\_\_

d. What would be done if the temperature of this food is checked after being recooked/reheated and discovered to be incorrect?  
\_\_\_\_\_

21. Is hot food cooked then cooled before selling?                      yes \_\_\_\_\_ no \_\_\_\_\_

If yes,

- a. How long does it take to cool the hot food from 140°F to 45°F or below? \_\_\_\_\_
- b. How often are food temperatures checked during the cooling period? \_\_\_\_\_
- c. What would be done if the temperature of hot food that was cooling down was checked and found to be incorrect after 6 hours? \_\_\_\_\_

22. Which of the following methods do you use to rapidly cool hot food?

- a. 3" deep, uncovered pans                      \_\_\_\_\_
- b. Ice bath    \_\_\_\_\_
- c. Cold water    \_\_\_\_\_
- d. Reduce vol./size of food item                \_\_\_\_\_
- e. Blast chiller                                        \_\_\_\_\_
- f. Other     \_\_\_\_\_

23. How are food temperatures monitored during cooking, cooling, hot holding, reheating or cold holding? \_\_\_\_\_

24. What chemicals are used to clean and sanitize food contact surfaces? \_\_\_\_\_

Where/how is this done? \_\_\_\_\_

Are test kits available to measure sanitizer levels?                      yes \_\_\_\_\_ no \_\_\_\_\_

25. How often are handsinks checked to see if they are supplied with soap and paper towels? \_\_\_\_\_

26. Are disposable gloves provided?                      yes \_\_\_\_\_ no \_\_\_\_\_

If yes, when would they be used? \_\_\_\_\_

27. Do customers serve themselves at soup, salad, and hot/cold entrée displays?

yes \_\_\_\_\_ no \_\_\_\_\_

If yes,

- a. Who checks these areas to prevent possible contamination of products by the customers? \_\_\_\_\_
- b. How often is this done? \_\_\_\_\_

28. Is training in good food sanitation practices provided for all employees? yes \_\_\_\_ no \_\_\_\_

If yes,

a. How often is the training conducted? \_\_\_\_\_

b. Who provides the training? \_\_\_\_\_

c. What type of training methods/materials are used? \_\_\_\_\_  
\_\_\_\_\_

29. Is food delivered by the store to customers at a different location? yes \_\_\_\_ no \_\_\_\_

If yes, what type of equipment is used to:

a. Protect food from contamination during delivery? \_\_\_\_\_

b. Maintain the correct hot or cold temperature of the food during delivery? \_\_\_\_\_  
\_\_\_\_\_

30. Will catering\* be provided? yes \_\_\_\_ no \_\_\_\_

\*Catering means delivering **and** serving the food at a location other than at the licensed facility.

If yes,

a. Is food transported hot \_\_\_\_ or cold \_\_\_\_?

b. What type of equipment is used to transport the food? \_\_\_\_\_  
\_\_\_\_\_

c. If transported cold, how is pre-cooked food reheated on site? \_\_\_\_\_  
\_\_\_\_\_

d. What type of equipment is provided to maintain the correct product temperatures during display/serving time? \_\_\_\_\_

e. How and how often are product temperatures monitored? \_\_\_\_\_

- f. What happens to food that has been offered to guests on a buffet after an event is over?

\_\_\_\_\_

**Questionnaire completed by:** \_\_\_\_\_  
please print

Date: \_\_\_\_\_

*Thank you for completing this questionnaire. Please return this questionnaire to the Montgomery County Department of Health and Human Services. The Environmental Health Specialist who inspects your facility will review this information and keep it with the food service records for your facility.*

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

11/1/2000

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